

## DOI Work Activity 1P: Issue and Manage Special Recreation Permits for Non Commercial Use

<b>Program Area:</b>	Recreation
<b>End Outcome Goal:</b>	REO.2 - Provide for and Receive Fair Value in Recreation
<b>Intermediate Outcome Strategy:</b>	RIO 2.1 - Promote Quality Services for Recreation
<b>DOI Sub process:</b>	4a – Manage use of resources

### Examples/Notes:

**Work Activity Description:** Special Recreation Permits (SRPs) for Non-Commercial Use includes all activity associated with both authorizing or issuing of non-commercial permits in special areas such as Long Term Visitor Areas (LTVA) and monitoring, managing, directing, and evaluating the specific uses and activities associated with these permits. Generally, these are permits for individual use of special areas. Examples include LTVA permits, river permits, and backcountry hiking or camping permits.

Work associated with the authorization or issuance of these permits includes pre-application consultation, application processing, environmental analysis, prepayment fee collection, and issuance of the permit. Work associated with the managing, directing, and evaluating of these permits and the activities authorized include general management, monitoring, evaluation, compliance, and enforcement of the conditions of the permit and any special stipulations. Also includes all procurement and labor expense associated with the issuance monitoring of non-commercial special area SRPs.

<b>Output:</b> Issued/monitored permit.	<b>Unit of Measure:</b> Number of permits issued and monitored during the current fiscal year. In those rare circumstances where a permit issued in one fiscal year remains active for the following fiscal year (e.g. A permit issued in late September that expires in early October), report the permit only in the year issued.
<b>Inputs:</b>	<b>Cost Drivers:</b>

### System Interfaces:

### DOI Program Area Contact:

### DOI Work Activity 1Q: Issue and Manage Recreation Use Permits

<b>Program Area:</b>	Recreation
<b>End Outcome Goal:</b>	REO.2 - Provide for and Receive Fair Value in Recreation
<b>Intermediate Outcome Strategy:</b>	RIO 2.1 - Promote Quality Services for Recreation
<b>DOI Sub process:</b>	4a – Manage use of resources

#### Examples/Notes:

**Work Activity Description:** Includes all procurement and labor costs associated with the issuance, evaluation, and management of Entrance Permits and Recreation Use Permits (RUPs) at designated entrance fee areas, campgrounds, popular Off Highway Vehicle (OHV) areas and other recreation sites where RUPs are used to authorize use. Includes general management, monitoring, evaluation, compliance, enforcement of the conditions of the permit, and all costs associated with the collection and accounting of funds obtained.

<b>Output:</b> Issued permit.	<b>Unit of Measure:</b> Number of permits issued.  The number of permits issued for entrance into fee areas and routine campground use, parking, day use, recreation services, i.e., boat ramp fee, trailer dump station, and other recreation activities not requiring special analysis and authorization. In those circumstances where a permit issued in one fiscal year remains active for the following fiscal year (e.g. A permit issued in late September that expires in early October), report the permit only in the year the permit is processed.
<b>Inputs:</b>	<b>Cost Drivers:</b>

#### System Interfaces:

#### DOI Program Area Contact:

### DOI Work Activity 1R: Issue and Manage Special Recreation Permits For Commercial Users

<b>Program Area:</b>	Recreation
<b>End Outcome Goal:</b>	REO.2 - Provide for and Receive Fair Value in Recreation
<b>Intermediate Outcome Strategy:</b>	RIO 2.1 - Promote Quality Services for Recreation
<b>DOI Sub process:</b>	4a – Manage use of resources

#### Examples/Notes:

**Work Activity Description:** Special Recreation Permits for Commercial, Competitive & Organized Groups includes all activity associated with and/or leading to the authorization and issuance of Special Recreation Permits (SRPs) for commercial use (including vending), organized group activities and events, and competitive events. Work includes pre-application consultation, application processing, environmental analysis, NEPA, prepayment of fees, and issuance of the permit. Work also includes annual renewal of multi-year permits, but excludes management and direction of the permit.

<b>Output:</b> Permit issued/renewed/re-authorized	<b>Unit of Measure:</b> Number of active permits which includes those issued, renewed, or re-authorized during the current fiscal year
<b>Inputs:</b>	<b>Cost Drivers:</b>

#### System Interfaces:

#### DOI Program Area Contact:

### DOI Work Activity 3A: Inspect Commercial Special Recreation Permits For Compliance

<b>Program Area:</b>	Recreation
<b>End Outcome Goal:</b>	REO.2 - Provide for and Receive Fair Value in Recreation
<b>Intermediate Outcome Strategy:</b>	RIO 2.2 - Effectively Manage Service Fees and Recreation Fees
<b>DOI Sub process:</b>	4b - Conduct inspections to ensure appropriate use

#### Examples/Notes:

**Work Activity Description:** Commercial Recreation permit compliance includes all activity associated with managing, directing, and evaluating the authorization of recreation permits for commercial (including vending) use, organized group activities and events, and competitive events.

Work includes general pre and post event/activity management, monitoring, evaluation, compliance, and enforcement of the conditions of the permits and any special stipulations. Work also includes processing annual fees, annual use reports, insurance renewals and evaluations. Also includes all procurement and labor expense associated with the management of recreational permits for commercial use, (including vending), organized group activities and events, and competitive events. Includes renewal of permits issued in previous fiscal years.

<b>Output:</b> Permits	<b>Unit of Measure:</b> Number Of Active permits for which specific compliance work occurs during fiscal year.
<b>Inputs:</b>	<b>Cost Drivers:</b>

#### System Interfaces:

#### DOI Program Area Contact:

## DOI Work Activity T2: Inspect Concessions Operations

<b>Program Area:</b>	Recreation
<b>End Outcome Goal:</b>	REO.2 - Provide for and Receive Fair Value in Recreation
<b>Intermediate Outcome Strategy:</b>	RIO 2.1 – Promote Quality Services for Recreation
<b>DOI Sub process:</b>	3b - Provide direct community services

### Examples/Notes:

**Work Activity Description:** This work activity includes all costs associated with inspecting third-party concessions, including visitor lodging, refreshments, gifts, and other items for sale. This work activity covers periodic (monthly, quarterly, etc.) inspections of the operations to ensure they adhere to prevailing health and safety codes. The scope of operations includes restaurants, snack bars, hotels, cabins, gift shops, and recreation, e.g. rafting companies. Inspections will evaluate the ongoing quality of concession contracts, for the purposes of food quality, room and facility cleanliness, OSHA, or other pertinent regulations. This work activity includes all of the costs associated with approving the nature, type, and quality of merchandise to be offered by concessionaires and approving all rates charged to visitors by concessionaires. This work activity also includes costs associated with assisting concessionaires in complying with regulations for the protection of historic properties (36 CFR Part 800) promulgated by the Advisory Council on Historic Preservation.

<b>Output:</b> Visitor and recreation facilities managed by contract.	<b>Unit of Measure:</b> Number of facilities.
<b>Inputs:</b> FTEs for inspection staff and related travel costs.	<b>Cost Drivers:</b> Frequency of complexity of inspection requirements. Concerns for public safety and opinion.

### System Interfaces:

**DOI Program Area Contact:** Mike Brown, NPS

### DOI Work Activity T8: Provide Transportation Services

<b>Program Area:</b>	Recreation
<b>End Outcome Goal:</b>	REO.2 - Provide for and Receive Fair Value in Recreation
<b>Intermediate Outcome Strategy:</b>	RIO 2.1 – Promote Quality Services for Recreation
<b>DOI Sub process:</b>	3b - Provide direct community services

#### Examples/Notes:

**Work Activity Description:** This work activity includes all of the costs associated with providing transportation services for transporting visitors into/out of or within park boundaries. This work activity includes all of the costs associated with assessing the transportation and mobility needs of park visitors, as well as concessionaire and park employees within the park, and for accessing the park from gateway communities. This work activity includes all costs associated with providing vehicles or watercraft that enable persons with disabilities to access park facilities and recreation areas.

<b>Output:</b> Visitors/Volume	<b>Unit of Measure:</b> Number of round-trips taken transporting visitors; Number of vehicles in fleet; Transportation cycle time.
<b>Inputs:</b> FTEs (Operators – Motor Vehicles, Stagecoaches, Trolleys, Small Craft; Navigators; Park Rangers; Support Staff and Supervisors; Mechanics and Maintenance Crews), Volunteers, Equipment (Fleet, other), Facilities, Supplies, Ancillary Services (MIS, Payroll, Printing, Budgeting, etc.)	<b>Cost Drivers:</b> Duration and complexity of transportation route; Requirements found in Directors Order 50C; Concerns for public safety and security.

#### System Interfaces:

**DOI Program Area Contact:** Mike Brown (NPS)

### DOI Work Activity U3: Contract Concession Operations

<b>Program Area:</b>	Recreation
<b>End Outcome Goal:</b>	REO.3 - Provide for and receive fair value in recreation
<b>Intermediate Outcome Strategy:</b>	RIO 2.1 – Promote Commercial Services for Recreation
<b>DOI Sub process:</b>	3b - Provide direct community services

#### Examples/Notes:

**Work Activity Description:** The scope of this work activity includes all of the costs associated with administering recreation contracts, including third party concessions and other private operations (profit or non-profit). The scope of costs covers advertising for a new concession contract, contract development, administration and accounting, the costs of land or other assets leased to the contractor, and joint management and decision making processes. Functions covered include approving the nature, type and quality of the facility and services offered by partners, and approving all changes due to modifications to existing agreements, and terminating as required. Also included are costs to assist partners in complying with regulations requiring Accessibility, Hazardous Materials, NEPA compliance, etc.

<b>Output:</b> Visitor and recreation facilities managed by contract.	<b>Unit of Measure:</b> Number of facilities.
<b>Inputs:</b> FTEs for Recreation Planners, Realty Specialists, Concession Specialists, Purchasing Agents, and equipment and facilities when they are dedicated to contracted operations.	<b>Cost Drivers:</b> Duration and complexity partnership agreements, size and location of facility, concerns for public safety and opinion, resource protection, special accessibility and other concerns.

#### System Interfaces:

**DOI Program Area Contact:** Mike Brown (NPS)